

Absentee Ballots/ Voter Registration/ Election Day Voting

Frequently asked Questions

How/when can I request an absentee ballot?

Requests for absentee ballots can be accepted up to 90 days before an election. Voters can request an absentee ballot:

- By mail (print out, complete and return the application posted on our website) to City Clerk, 1 Common Street, Waterville
- By telephone (207)680-4209
- Electronically through a link on the city's website
- In person at City Hall beginning the first week in October

Can I absentee vote in person at City Hall?

Yes, in person absentee voting will begin the first week in October and will be held in the basement level of City Hall from 8 a.m. to 4:30 p.m. Voters must enter through the Front Street entrance (former Police Department entrance) and are asked to adhere to CDC guidelines regarding masks and social distancing.

Will my absentee ballot be rejected if my signature has changed/doesn't match voter registration records?

Voters are required to sign the backside flap of the absentee return envelope. If an absentee is returned without the required signature, the voter is called to inform them, and their ballot is rejected. If there is sufficient time remaining, the voter is mailed a replacement ballot. If there is not enough time to mail a replacement ballot, the voter is offered the option to come to City Hall to retrieve the replacement ballot or to vote at the polls on election day.

Since signatures change over time, slight variances in signature styles are expected.

What if I don't receive the absentee ballot that I requested?

Absentee requests received during August and September will be mailed out the first week in October. Otherwise, if you do not receive the absentee ballot by mail within 7 days of requesting it, please contact our office for a replacement ballot.

If I requested an absentee ballot, but decide I'd rather vote at the polls on Election Day, can I do that?

Yes, if you have not returned your absentee ballot you can vote at the polls on election day. Returned ballots are tracked and marked on the check off list for the polls, so voters who have returned a ballot can not also vote on Election Day.

How should I return my absentee ballot?

Ballots can be sent to us through the mail, but please allow plenty of time for mail delivery. Ballots can be returned in person at City Hall by dropping them in the secure drop box located outside the main entrance of City Hall.

I received an absentee ballot request form in the mail. Is this legitimate?

These forms are distributed by various groups leading up to large elections. The data they use doesn't come from us, so there is no need to call us regarding errors. Yes, these forms can be used for absentee ballot requests. If you've already requested an absentee ballot, you may discard the form.

My parents live in a nursing home. How can I help them vote by absentee ballot?

State law requires municipal clerks to conduct absentee voting at nursing facilities; however, due to COVID restrictions, we are not allowed in these facilities. With direction from the Secretary of State's office, municipal clerks work with staff at the facilities to administer voter registration and absentee voting activities for their residents. Immediate family members who wish can request an absentee ballot in writing and facilitate the process for their relative so that they are not relying on the nursing home staff for this important civic function.

Are witnesses required when voting by absentee ballot?

Witnesses are required if the voter needs help in reading and/or marking the absentee ballot. The aide signs the backside of the return envelope as the aide and the first witness, and another person signs as the second witness. If a voter is aided and there are not proper witness signatures, the ballot must be rejected.

What do I need to do to register to vote?

Residents who wish to register to vote can register in person at City Hall, or by printing, completing, and mailing in a voter registration application that is posted on our website. Residents need to provide identification and proof of residency when registering. Voter registration is also available at the polling place on Election Day.

I received a mailing telling me that I need to register to vote, but I am already registered. What should I do?

Many organizations perform mass mailings to encourage voter registration during busy election years. If you are sure that you are registered to vote, you may discard the mailing. If unsure, give your municipal clerk a call to verify your voter registration status.

I sent in a voter registration application several weeks ago. Why haven't you received it?

Many online voter registration applications give instructions to mail the application to the Secretary of State's office. Their office collects those forms and mails them to the various towns in bulk, so there is sometimes a slight delay in the municipal clerk receiving and processing them. You can always mail the voter registration forms directly to your municipal clerk to avoid any delays in registering.

I'm registered to vote, but I've moved. What should I do?

If you've moved to another town in Maine, you will need to register to vote in that town. If you've moved from one address to another address in Waterville, you will need to complete and submit an updated voter registration application, along with proof of your new residency.

Where do I vote on Election Day?

Waterville voters will vote at The Elm located at 21 College Avenue. Polls will be open from 6 a.m. to 8 p.m. Due to social distancing guidelines and gathering limits, voters who vote on election day should be prepared to wait in line outside the building for a significant amount of time.